



MRDI/2020-2021/618

29 April 2021

Md. Mahmudul Hasan
Product Manager
Unique Business Systems Ltd.
Concord Modhumoti Plaza, House# 11 (4th & 6th Floor),
Road# 11, Block- G, Banani, Dhaka- 1213.

Subject: Supply order for 15 persons conference system.

Dear Mr. Hasan,

In reference to your quotation dated 3 April 2021, the MRDI procurement committee has selected your organization to supply the following conference system:

Item	Specification	Qty	Rate	Price (BDT)
Table Top Chairman Unit	Tabletop Chairman Unit Brand: HTDZ, Model: HT-7500c	1 set	10,950/-	10,950.00
Table Top Delegate Unit	Tabletop Delegate Unit Brand: HTDZ, Model: HT-7500d	15 set	8,760/-	1,31,400.00
Main Unit Conference System	Main Unit Conference System Brand: HTDZ, Model: HT-7000	1 set	38,325/-	38,325.00
UHF Wireless Microphone System	UHF Wireless Microphone System (1Hand + 1 Tie or 2 Hand), Brand: HTDZ, Model: HT-580	1 set	10,950/-	10,950.00
All accessories and Installation Charge	2, Speaker, Speaker cable, accessories		15877	15,878.00
	TOTAL			2,07,503.00

You are requested to take necessary steps to supply and install the mentioned conference system complying with the following terms & conditions:

1. Unique Business Systems Ltd. will supply and install the conference system to MRDI office at 8/19 Sir Syed Road, Block-A, Mohammadpur, Dhaka-1207 with in 9 May 2021.
2. Unique Business Systems Ltd will comply all the terms and conditions of their quotation.
3. Total cost will be **Tk. BDT 2,07,503/-** (Taka Two lac seven thousand five hundred three) only included Vat and Tax.
4. Payment will be made through A/C payee cheque/Bank transfer within 7 (seven) days after supplying and installation of the conference system and submission of Bill. MRDI will

Management and Resources Development Initiative (MRDI)

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